



Brian J. Stiger  
Director

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**COUNTY OF LOS ANGELES  
DEPARTMENT OF  
CONSUMER AND BUSINESS AFFAIRS**

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Members of the Board

Hilda L. Solis  
Mark Ridley-Thomas  
Sheila Kuehl  
Don Knabe  
Michael D. Antonovich

*"To Enrich Lives Through Effective and Caring Service"*

September 1, 2016

TO: Supervisor Hilda Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: Brian J. Stiger  
Director, Consumer and Business Affairs

**DEPARTMENT OF CONSUMER AND BUSINESS AFFAIRS NOTIFICATION OF  
CONTRACT EXTENSION WITH NEIGHBORHOOD LEGAL SERVICES FOR  
OPERATION OF LOS ANGELES SUPERIOR COURT SELF-HELP LEGAL ACCESS  
CENTERS (AGN. 13 AUGUST 9, 2011)**

This memorandum is to inform you that the Department of Consumer and Business Affairs (DCBA) has exercised its delegated authority to enter into a one-month contract extension with Neighborhood Legal Services for continued operation of Los Angeles Superior Court's Self-Help Legal Access Centers (SHLACs). Pursuant to your Board's approval, DCBA has delegated authority to enter into six, one-month contract extensions.

DCBA exercised this delegated authority to complete contract negotiations to continue operating the SHLACs. The one month extension will begin on September 1, 2016 through September 30, 2016. We will seek your Board's approval to enter into the new contract once negotiations are complete.

County Counsel has reviewed and approved the amendment as to form and this delegated authority action.

Should you have any questions, please contact me at (213) 974-9750.

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C: Chief Executive Officer  
Executive Officer, Clerk of the Board  
County Counsel